2/13/14

Mr. Moses Hampton

Talbot Thingamajig, Inc.

4618 ¾ William Flynn Hwy.

Allison Park, PA 15101

Dear Mr. Hampton:

I hope you are well. I am writing to be considered for an overseas assignment with Talbot Thingamajig, Inc. Specifically, I am requesting to be assigned to help open a branch of the company in China. I chose to study China in my training course because China is one of the biggest economic forces in the world. It makes total sense to go into a work field where a good economy is true. I also chose to study China because they practically own the US and if the Chinese Government ever took over I would know how to run a successful business Chinese style.

Over the course of the next 7 ½ weeks, I expect to learn about China’s culture, food, business etiquette and some important phrases in Mandarin. Having this knowledge will help me fit in with the Chinese and get good business. By the end of the course, I will have enough knowledge to plan a successful business that will amaze you.

Lastly, I think I would be a great addition to this team because I am very motivated to get jobs that need to be done finished. I enjoy working with at least one other person to get things done easier and faster. My favorite experience in school has been being on the Wrestling team. It taught me to get things done the first time, not the second time because you will be more exhausted. These things that taught me to get work done the first time the right way have helped me in life a lot. These traits, would help you a lot on your work in China.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

Nathan Tabon

2442 Naomi Terrace

Allison Park, PA 15101